

# UPPER COLUMBIA ACADEMY

## Financial Information

Tuition 2018-2019	U.S./Canada \$25 application fee		International \$100 application fee
	<u>Day</u>	<u>Dorm</u>	<u>Students</u>
Tuition	\$10,093	\$ 10,093	\$ 16,668
Room		3,473	3,473
Board/Events**	100	4,144	4,144
Technology Fee	125	125	125
Int'l Medical Insurance			700
Int'l Deposit			1,000
Annual General Fee	<u>\$ 1,115</u>	<u>\$ 1,115</u>	<u>\$ 1,115</u>
<b>Basic charges*</b>	<b>\$11,433</b>	<b>\$18,950</b>	<b>\$27,225</b>
<b>Laptop Deposit***</b> (1 <sup>st</sup> year only)	<b>\$100</b>	<b>\$100</b>	<b>\$100</b>

**\*Due to the uncertainty of whether the Federal or WA State Minimum Wage rate will rise during the 2018-19 school year (currently at \$8.63/hour-Federal and \$11.50-State), the UCA Board reserves the right to increase tuition costs mid-year if hourly rates increase.**

\*\* Day students are charged a \$100 special function fee, and are able to eat at banquets, picnics, and other special functions (see day student meals list). This does not include meals during trips or regular school days. Day students may purchase an optional meal plan for \$1000 (\$100 per month) to eat lunch in the cafeteria on school days.

\*\*\* The laptop deposit is due by registration and is refundable at the end of the school year when your student's laptop is returned without damages. If there are damages incurred, the repairs will be paid from the laptop deposit. If the deposit does not cover the cost of the laptop repairs, the additional cost will be charged to the student's account.

The tuition cost at UCA covers instruction only. The General and Technology Fee covers essential school services such as textbooks, Boys'/Girls' Club, class dues, yearbook, on campus guidance and counseling services, media center and library use, computer services, school newsletter ("Echoes"), student accident insurance, and other miscellaneous costs.

All international students (excluding Canadian students) must pay the international student rates for the year, in advance, and fees are **non-refundable**. International students are not eligible for any payment discounts or Financial Aid and charges are due on or before Registration Day (payable in U.S. funds). Additional fees may apply if working with a broker or host family.

### Entrance Payment / Laptop Deposit

The Entrance Payment and Laptop Deposit are to be paid in full on or before Registration Day. The Entrance Payment consists of the General Fee, Technology Fee, and the first of ten charges for tuition, room and board (for dorm students).

	<u>Day</u>	<u>Dorm</u>
Tuition	\$ 1,009	\$ 1,009
Room and Board		762
Technology Fee	125	125
General Fee	<u>1,115</u>	<u>1,115</u>
<b>Total</b>	<b>\$2,249</b>	<b>\$3,011</b>
<b>+ Laptop Deposit</b> (1 <sup>st</sup> year only)	<b>\$100</b>	<b>\$100</b>

## Early Payment Discount

To receive the Early Payment Discount, please pay the **Entrance Payment** in full (no credit cards please), turn in a completed **Financial Estimate Worksheet** and **Auto Pay form**, and pay the **\$100 Laptop Deposit** by the following dates:

Received by:		Dorm		Day	
		Payment	Discount	Payment	Discount
June 30	3% discount	\$2,921	\$90	\$2,182	\$67
July 15	2% discount	\$2,951	\$60	\$2,204	\$45
August 5	1% discount	\$2,981	\$30	\$2,227	\$22
After August 5	No discount	\$3,011	\$0	\$2,249	\$0
<b>+ Laptop Deposit</b>		<b>\$100</b>		<b>\$100</b>	

## Payment Options:

1. Prepayment of the entire year's estimated charges on or before June 30 (3% discount) or July 15 (2% discount) or August 5 (1% discount)
2. Monthly automatic payment options, to be paid by the 27<sup>th</sup> of each month\*:
  - a. ACH withdrawal from bank account; or
  - b. Credit/Debit card (**with an additional 1% processing fee**).

\*Note: If the 27<sup>th</sup> falls on a weekend or holiday, the monthly payment will be charged or withdrawn from your bank account on the next business day following the 27<sup>th</sup>.

## Additional Charges

Some additional charges can be incurred. They may include:

Home leave transportation	Dual credit classes
Town Trips/Airport transportation	Testing fees (AP, PSAT, SAT, ACT)
Lab/Shop/Art supplies/fees	Credit by examination fees
Varsity/Junior Varsity sports	PE and music uniforms
Other teams/clubs	Transcript Fees
Field trips	Graduation fees – Seniors only
Extracurricular activities	Matriculation Fees
Special Functions	Private Dorm Room

## Payment of Accounts

An estimate of your monthly payments can be calculated using the Financial Estimate Worksheet (FEW). Please call the Vice Principal for Finance at 509-245-3615 or the Assistant Treasurer at 509-245-3618 if you have any questions or if you need help completing this form. The first of the ten (10) monthly payments is included in the Entrance Payment. The Entrance Payment and Laptop Deposit must be paid in full, and the completed Financial Estimate Worksheet and Auto Pay Form received by the Business Office on or before Registration Day, to receive financial clearance and begin school. The remaining nine (9) monthly payments will be automatically withdrawn by an ACH bank transfer, charged to a credit card that you provide (with a 1% fee), or payable on or before the twenty-seventh (27<sup>th</sup>) day of each month beginning September 27<sup>th</sup> and ending with the final payment on May 27<sup>th</sup>. Since UCA runs on a very tight budget, it is imperative that all accounts are kept current. UCA initiates and encourages open communication with those who may be struggling with their account. If a student account becomes two months' past due, it is the UCA Board's policy that the student will be asked to withdraw. **Student transcripts of credits and diplomas will be held by UCA until the student account is paid in full.**

### **Partial Tuition**

For students who transfer and do not need to make up work, tuition fees will be prorated on a weekly basis.

### **Withdrawals**

Tuition will be charged until a completed withdrawal form is on file in the Registrar's Office. If a student withdraws after completing their registration but prior to the first day of classes, a refund of tuition prepaid will be made. **The General Fee and Technology Fee are nonrefundable.**

### **Book Fees**

Textbook rental fees are included with the annual General Fee. Additional charges for books not returned in good condition, or lost, will be assessed. All practice sets, workbooks, and other paperback books will be charged to the student's account as an additional fee.

### **Cafeteria Meals**

Visitors may eat meals in the cafeteria for a charge of \$7 if paid with the meal or \$8 if charged to the student's account.

## **Financial Assistance**

UCA administration, faculty and staff are committed to offering value in all areas of the UCA experience – spiritually, academically, and socially – and we are, ultimately, very passionate about making the UCA experience accessible to any student who desires to know Jesus Christ. Below are some of the financial assistance options that are available to help.

- **TIP – Tuition Incentive Plus**

Available to all students, the **TIP** program offers the additional financial benefit needed to make the UCA experience even more accessible. Here's how it works. All students pay full tuition their first year at UCA. The second year a student returns to UCA tuition is discounted 20%; third year discount is 30% (if the student started UCA as a freshman or a sophomore); fourth year discount is 50% (if the student started UCA as a freshman).

#### **The "Fine Print":**

- The **TIP** program will be formally renewed from year to year by the UCA Board of Directors.
- The **TIP** discounts apply to tuition only. Other fees such as the General and Technology fees and room/board costs are not eligible for **TIP** discounts.
- The student's account must be paid in full prior to the start of the school year in order to qualify for the **TIP** discount.
- Tuition rates will go up or down yearly independent of the **TIP** program. For example, if yearly tuition is increased from \$9,850 to \$9,900 then the **TIP** earned discount will apply to the \$9,900 tuition amount.
- Students will be guaranteed the applicable discount for the following school year. As long as the **TIP** program is renewed from year to year the students will continue receiving future **TIP** discounts.
- Eligibility for the complete **TIP** discount will be based on a full year attendance the preceding school year. For students that leave in the middle of a school year the eligibility for the next year's tuition discount will be prorated on a quarterly basis. For example, if a student leaves UCA any time during the third quarter of a school year the student would be eligible for 75% of the tuition discount the following year.
- **TIP** discounts will be applied regardless of scholarships, labor earnings, and most other financial assistance applied on the student's behalf. Exceptions to this will be specifically outlined in the student's individual financial worksheet. Tuition subsidy will decrease **TIP** discounts.

- **Upper Columbia Conference Three-way Matching Scholarship**

This scholarship consists of a three-way match between UCA, your local church (within the Upper Columbia Conference) and the Upper Columbia Conference. An application needs to be approved by your local church and given to UCA along with your tax information.

Benefits – up to \$2,800

- **Pioneer Matching Scholarship**

This scholarship consists of a two-way match between UCA and your local church. An application needs to be approved by your local church and given to UCA along with your tax information. Benefits – up to \$1,600

- **Church Scholarship**

Many churches have a tuition assistance program that parents can apply for at the local church level. They may provide funds though *matching funds may not be available from UCA*. Amounts are solely based on the church's ability to give. Please talk to your pastor early in the summer so you can submit their necessary forms to them for processing.

- **FoundationOne Scholarships**

FoundationOne is a non-profit organization supported by alumni and friends of UCA. Need and merit-based scholarships are given to a large percentage of UCA students. Parents can apply directly with FoundationOne [www.ucafoundation.org](http://www.ucafoundation.org) or print out a scholarship form from the UCA website ([www.ucaa.org](http://www.ucaa.org) – Future Students – Finances).

- **NPUC Hispanic Grant**

This \$1,400 scholarship is available to Hispanic students who are members of a participating church. The scholarship is a match with \$200 from a local church, \$600 from North Pacific Union Conference, and \$600 from Upper Columbia Academy. Funds are limited so apply early!

Benefit -- \$700/semester while eligible

- **Alumni Worthy Student Scholarship**

The UCA Alumni and Development Director works with many individuals and organizations who are interested in donating funds to assist with students in need of additional financial aid. No application necessary, but student citizenship, work program and academic evaluations may apply.

Benefits are variable.

- **Summer Work Matching Scholarship**

If employed at UCC-sponsored programs during the summer, UCA will match 25% of net earnings up to a \$500 benefit. Student paychecks must be sent directly from the employer to UCA to receive this matching scholarship.

- **New Member Discount**

Assistance is available to newly baptized Seventh-day Adventists (either dormitory or day students) who have had no previous Adventist background and will be attending an Adventist school for the first time. This assistance is awarded for three consecutive semesters. The amount of assistance is 75%, 50% and 25% of **tuition** for each respective semester.

- **Family Discount**

When more than one student from the same family attends UCA, a discount is given in the amount of 5% (tuition only) each for two students per full academic year, and 10% (tuition only) each for three or more students per full academic year.

- **Student Labor**

A variety of work opportunities are available to help students (and parents) pay their school bill and enrich each student's learning experience. Hiring decisions are made based on the student's abilities and interests, and the needs of the school and industries. It is important for students to be on time, make prior arrangements if there is a change in their work schedule, work diligently, and be a loyal employee. Students who quit or are terminated are not guaranteed immediate placement in another work position.

Student employees of Upper Columbia Academy are covered by Washington State Workman's Compensation. To receive the benefits of this coverage it is important that an accident report be filed as soon as possible after an on-the-job accident.

Since UCA has obtained a 25% wage variance from Washington State for our student labor program, students are paid \$8.25 per hour (Federal Minimum Wage). The pay for student industry workers starts at \$11.00 per hour.

Students may choose to have the amount they earn credited to their school bill each month. If you and your child do not elect to participate in the direct payment process where earnings are applied automatically to the student's bill, it will be the parent's responsibility to ensure that timely payments of all tuition, room, board and fees are paid to Upper Columbia Academy.

Benefit -- up to \$2500

- **Sponsorship Program**

Students can generate additional financial support by recruiting their own sponsors. Sponsors can contribute a flat monthly amount or a one-time payment. Hourly work rates can be supplemented by additional hourly sponsorship payments. Appropriate forms are available through the Business Office or on the UCA website. In accordance with IRS regulations, these sponsorship payments cannot be considered tax-deductible contributions.

### **Process**

Parents who are seeking financial assistance are encouraged to begin the process as early as possible during the summer. Start by completing the Financial Aid application and the Financial Estimate Worksheet included in this finance packet. Before financial assistance will be available from UCA, all documents requested need to be completed and turned into the Business Office.

Financial clearance for Registration will be available to students who have turned into the Business Office a completed/signed Financial Estimate Worksheet and Auto Pay Form, and paid the Entrance Fee and Laptop Deposit.

### **Student Accident Insurance**

All students at UCA are covered by student accident insurance. The premium is included in the General Fee. The insurance pays expenses incurred in treatment of accidental bodily injuries sustained in school activities. **Please remember that *student accident insurance is secondary coverage to your own personal coverage.***

In addition, UCA carries Worker's Compensation insurance for students who are employed by the school. This provides coverage for work-related accidents.

Students must report any injuries immediately and receive a claim form from the Business Office or the Principal's Office.

### **Student Bank**

UCA provides a student bank service in the Business Office to safeguard a student's money. Cash may be withdrawn only with a student's signature. Unfortunately we can't assume responsibility for lost money or other valuables in dorm rooms or around the campus. Students are encouraged not to keep large amounts of cash in their rooms.

### **Check Cashing**

Students may cash checks for modest amounts of cash in the Business Office. The checks should be made out to "cash" or to the student. Checks made out to Upper Columbia Academy will be credited to the student's account.

### **Canadian Students**

Payments may be made by check (if the check states that it is payable in U.S. funds), or by credit or debit card (with a 1% processing fee).

### **Revision of Rates**

The Board of Trustees reserves the right to revise the published rates without notice.